



TOWN OF KILMARNOCK
Council Committee Notes –Administration/Finance

Date: Sept. 4, 2014 **Time:** 10:30 AM **Location:** Town Hall

Town Council Member Attendees:

X = present

Chair: Vice Mayor Rebecca Tebbs Nunn _
 Council Member Emerson Gravatt ___
 Council Member Dr. Curtis H. Smith ___
 Council Member Michael Sutherland ___
 Mayor Mae Umphlett (ex-officio) ___

Town Staff Attendees:
 Town Manager Tom Saunders __
 Deputy TM Susan Cockrell __
 Treasurer Judy Stevens ___

Visitors:

Discussion items:

1. Discuss the requested use of Kilmarnock logo by local businesses for 1) tourism trinkets and 2) local Lions Club for regional meeting trinkets. This is essentially licensing the logo.
2. Discuss the valuation of the remaining Tech Park parcel.
3. Discuss RFQ/RFP for engineering/land planning services for development of Technology Park expansion. Staff recommends moving forward with an RFQ.
4. A voting member needs to be determined for the upcoming VML Conference.
5. The committee to enter into Closed Session as allowed by FOIA 2.2-3711(A) Para (3) to discuss or consider the acquisition of real property for a public purpose, or of the disposition of publicly held real property.
 - a. Certify that in the Closed Session which just concluded that nothing was discussed except the matter or matters (1) specifically identified in the reason to convene in Closed Session and (2) lawfully permitted to be discussed under the provisions of the Virginia Freedom of Information Act cited in that reason. Roll call vote required. Nunn, Rebecca T. –, Gravatt, Emerson –, Smith, Dr. Curtis H. –, Umphlett, Mae P. –, Sutherland, Michael-

FYI:

1. Mid cycle AP review with details.
2. New hire is on board at WWTP-Howard Carter.
3. Town has been notified that a former employee has filed an EEOC complaint against the town.
4. Fiscal 2014 yearend work is scheduled for Sept. 11 & 12 (Mary Erhart-our CPA support for yearend closing) and Oct. 2 & 3 (Robinson, Farmer, Cox (our audit firm).

Recommendations to Council:

Action item –

Recommended for further study: